

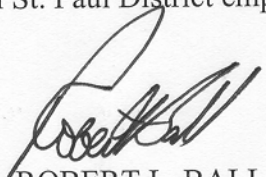
JAN 26 2004

MEMORANDUM FOR All Employees

SUBJECT: Policy Letter No. 04-01, St. Paul District Accommodation Policy

1. The attached policy outlines the rules governing the rights of employees and job applicants to reasonable accommodation, and the procedures employees, supervisors, and job applicants must follow when making and responding to reasonable accommodation requests.
2. It is the goal of the St. Paul District that individuals with disabilities be fully integrated into the District workforce. In order to realize the MVD strategic goal of becoming an "employer of choice," it is necessary that all employees be given the opportunity to realize their full potential. For employees with disabilities, the provision of reasonable accommodation will serve as the vehicle for accomplishing this. Title 29 of the Code of Federal Regulations states that the government shall be a model employer of individuals with disabilities. In addition, the Rehabilitation Act of 1973 requires Federal employers to provide reasonable accommodation to qualified employees and applicants with disabilities. The command recognizes their responsibility as outlined in these statutes and will make every effort to ensure that not only the requirements are met, but that their spirit and intent is also fulfilled.
3. This policy shall be made available to all St. Paul District employees and job applicants.

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Accommodation Policy



ROBERT L. BALL  
COL, EN  
Commander